

# Refunds of HYY membership fees in the academic year 2023–2024



All refunds must be applied for by:

**30 September 2023 for the autumn term**

**31 January 2024 for the spring term**

To apply for a refund, the applicant should send a free-form request by email to [HYY's Services Office \(info@hyy.fi\)](mailto:info@hyy.fi), with receipts of paid fees attached.

The grounds for a refund may be one of the following:

- Changing your registration for attendance to non-attendance
- Waiving your right to complete a degree
- Suspending your studies
- Graduating during the autumn term (refund of the membership fee for the spring)
- Leaving Finland on exchange that lasts for the entire academic term or year
- Incorrect payment sum or duplicate payment
- No right to become a member of HYY

You must include the following information in your request:

- First and last name of the student (same as the recipient of the payment)
- Student number
- Account number in IBAN form (the payment may only be refunded onto the student's personal account)
- BIC code in case of an account in a foreign bank
- Report on the reason for the refund
- Information on whether the request is for the entire sum or a part of it
- If the student is going on exchange, they must present proof of their exchange studies
- Receipts of the membership fees in account transactions attached as a PDF file, for instance

A receipt of the account transaction printed as a PDF file from the online bank is sufficient proof of payment. An account statement or Excel file are not sufficient receipts. When the payment is made through automatic registration (OILI), the recipient is shown as Paytrail, with 'HYY Toimintatalous' entered in the message field.

The membership fee may be refunded either partially or in full in other cases, too, if there are serious grounds for this. In such cases, the application for a refund must be sent to the Student Union's chief financial and service officer ([hallinto@hyy.fi](mailto:hallinto@hyy.fi)). Payments under five euros cannot be refunded.